


JOB DESCRIPTION	JOB TITLE: Grounds and Maintenance – Soldier Hollow		
	Job Location: Soldier Hollow Reports to: SoHo Facilities Mgr. Function Area: SoHo Operations		Position Code: 757 Pay Grade: 3 Type: Full Time Hourly

Job Title: Grounds and Maintenance – Soldier Hollow

Major Tasks, Responsibilities and Accountability

Overall

Responsible for maintaining Soldier Hollow buildings, facilities and grounds. Duties include ensuring that buildings, furniture and fixtures are clean and in good working order. Responsible to keep Soldier Hollow grounds and landscaping well maintained. Support other maintenance duties as assigned by the Soldier Hollow Facilities Manager. Support overall venue operations and events throughout the year.

Building Maintenance

- Keep all public access areas clean and operational.
- Ensure all restroom facility are clean and well stocked with soap and paper supplies.

Grounds Maintenance

- Clear snow and salt where appropriate for all public access areas.

Building and Grounds Supplies

- Maintain all the supplies required to clean and maintain Soldier Hollow buildings and grounds.

Facility Support

- Provide maintenance support to all other Soldier Hollow facilities as assigned by the Facilities Manager including: Mountain Ops Support and other duties as requested

Venue Operations Support

- Provide general venue operations support during Soldier Hollow events including; parking, transport, on-site maintenance, supplies, and other duties as requested.

Administrative/ Front of the House support:


- n/a

Required Knowledge and Essential Skills

- Qualified to Perform General Maintenance and Repairs on the Grounds Equipment.
- Qualified to Perform General Maintenance and Repairs on the Facility Equipment.

Minimum Qualifications

- Six months to one year of facility maintenance experience

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Miscellaneous

- Support SoHo Public Events and Activities.
- Other duties as assigned.

Minimum Qualifications

- A valid Driver's License
- Minimum 18 years of age
- Flexible work schedule – must be available to work days, evenings, weekends and holidays

Environmental Job Requirements

- Ability to work outdoors in all temperature/weather extremes

Physical Requirements

- Ability to lift 50 pounds
- Agile enough to operate and maintain facility equipment
- Hearing – to converse with others in a normal conversation
- Balancing, bending, climbing, kneeling, walking, pushing, reaching above shoulders, and sitting

Required In-House Training

- UAF Orientation
- Sexual Harassment
- Drug & Alcohol
- Hazardous Communications Program
- Fire extinguisher use
- Vehicle / ATV operation
- Chemical use

This job description is not an employment agreement or contract. Management has the exclusive right to alter the scope of work within the framework of the job description at any time without prior notice.